

**City of Waterville
DEPARTMENT OF PUBLIC WORKS
6 Wentworth Court
Waterville, Maine 04901-4892**

TEL (207) 877-7530 FAX (207) 877-7532

**REQUEST FOR BIDS
ONE - HALF TON
4 WHEEL DRIVE REGULAR CAB
PICKUP TRUCK**

DATE: May 3, 2016

INSTRUCTIONS TO BIDDERS

- 1. GENERAL:** The City of Waterville is accepting bids for a 1/2 Ton 4 Wheel Drive Regular Cab Pickup Truck meeting the specifications accompanying this document.
- 2. BID SUBMITTAL:** Sealed bids will be accepted by the Office of the Director of Public Works, 6 Wentworth Court, Waterville, Maine 04901 up to and including 10:30 A.M. local time, Thursday, May 26, 2016 at which time they will be publicly opened and read. All bids will be placed in a sealed envelope clearly marked "Bid – 4 Wheel Regular Cab Pick-up Truck" in the center with the bidder's name and address in the upper left hand corner. Bids not dated and time stamped by the Office of the Director of Public Works prior to the specified date and time stated above will be returned unopened. *Facsimile bids* will only be accepted by arrangement with the Office of the Director of Public Works. *Arrangements may be made by contacting Frederick Dechaine at (207) 680 4746 or by faxing him directly at (207) 680 - 4746*
- 3. WITHDRAWAL OR REVISION OF BID:** A bidder may withdraw or revise a bid after it has been received by the Office of the Director of Public Works, provided the request is made in writing or in person before the time set for bid opening.
- 4. BID AWARD:** Bid award, if the City determines to award, will be made within thirty (30) calendar days after bid opening, to the lowest responsible bidder whose bid fully complies with all the requirements specified contingent upon approval by the City Council. The City reserves the right to reject any and/or all bids without absorbing any liability against the City.
- 5. Evaluation of Bids:** For purposes of evaluating the bids, in the event of any discrepancies on a proposal between an amount written out in words verses the same amount expressed in numbers, the amount written in words shall govern (if applicable). Similarly, unit prices shall prevail over extended totals. In the event of Additive Bid Items, the "low bid" shall be based upon the least total for the highest combination of bid items which may be awarded within the Control Amount

(i.e. a predetermined budget amount to be disclosed at the time of bid opening). In the event that all Base Bids exceed the Control Amount, the "low bid" shall be based solely upon the lowest Base Bid submitted. Bidders shall examine and familiarize themselves with the Specifications and Bid Documents. The bidder shall in no way be relieved of any obligation to provide the product, service and/or equipment specified through error, mistake or omission.

6. INTERPRETATION OF ADDENDA: It shall be the bidder's responsibility to make inquiry as to any interpretation of the specifications or requirements of the participants. Any changes in the specifications shall be by written addenda.

7. SPECIFIED QUANTITY: One (1) Unit

8. INVOICES AND PAYMENT: Invoices shall be transmitted to the City of Waterville, 1 Common Street, Waterville, Maine 04901-6699. It is the practice of the City of Waterville to pay invoices within thirty (30) days of receipt. The City is exempt from State of Maine Sales Tax.

9. PENALTY CLAUSE: N/A

10. INSURANCE: N/A

11. PERFORMANCE BOND: N/A

12. CANCELLATION: The City reserves the right to cancel any unfulfilled portion of the Contract if, in the opinion of the City, the services or materials supplied are unsatisfactory or are not in compliance with the terms and conditions of the specifications. Cancellation shall be effective following ten (10) calendar days written notice to the Bidder

13. EXCEPTIONS TO SPECIFICATIONS: These instructions to Bidders and General Paragraphs are an integral part of the Specifications for a 1/2 Ton 4 Wheel Drive Reg. Cab Pickup Truck and will be binding on the Bidder. Bidders are advised that they shall be bound to the requirements of the Specifications, Instructions to Bidders and General Paragraphs unless exceptions are otherwise clearly noted in the Proposal. Any exceptions shall be considered, however, in determining the most acceptable proposal.

14. INQUIRIES: Any questions concerning this bid request should be directed to FRED DECHAINE, Fleet Maintenance Manager, Department of Public Works, 6 Wentworth Court, Waterville, Maine 04901. Telephone inquiries can be made by calling (207) 680 4746 between the hours of 7:00 AM & 3:00 PM Monday thru Friday.

15. GENERAL PARAGRAPHS: See attached Bid Specification

**BID SPECIFICATIONS
ONE HALF TON
4 WHEEL DRIVE REGULAR CAB
PICKUP TRUCK**

GENERAL -

The following specifications describe a conventional/standard, One Half Ton, Four Wheel Drive, Regular Cab Pickup Truck with standard 8 foot box. The information contained herein is intended to provide a general list of standard and optional features and equipment.

All equipment furnished under this contract shall be new, unused and the same as the manufacturer's most current production model. Accessories not specifically mentioned herein, but necessary to furnish a complete unit ready for use, shall be all inclusive. The unit shall conform to the highest quality standards in overall design, quality of workmanship and materials. All assemblies, sub-assemblies and component parts shall be standard and interchangeable throughout the entire quantity of units as is specified in these bid specifications.

Engine: V- 8 (Minimum 4.6 Liter)

**Transmission: 4-Speed Automatic Electronically Controlled
W/OD and tow/haul mode**

Differential: Heavy-Duty Automatic Locking Rear

Rear Axle: 3.73 Rear Axle Ratio

Drive Train: 4-Wheel Drive

Suspension Package: Handling/Trailering, Heavy-Duty

Northeast Emissions Requirements

**Wheels: 4-17" x 7.5" Steel 6 Lug Painted
Include Spare**

**Tires: P265/70R17 on / off – Road, Black Wall
Include Spare**

Paint: Solid Paint at City Discretion from Dealer Stock

Seat Trim: Cloth Seat

Radio: Audio System, AM/FM Stereo and Digital Clock

Trailering Package

Skid Plate Package (On/Off Road)

Seat Adjuster: Manual Lumbar Control on Drivers side

Trailer Brake Controller: Integrated

**Cooling: Auxiliary External Transmission Oil Cooler
Heavy-Duty Air-to-Oil**

Floor Covering: Full Black Vinyl Preferred – (No Carpet)

Air Conditioning

**Seats/Front: Custom Cloth 3-Pass 40/20/40 Split Bench,
Center Fold Down Armrest, w/Storage**

SAFETY & SECURITY FEATURES

**Air Bag: Driver's and Passenger Side
Air Bag Suppression Switch – Passenger**

**Side: Instrument Panel Mounted Switch
Key Operated**

**Battery: Rundown Protection & Retained
Accessory Power (Ability to Use Power
and Audio Accessories after ignition
is disengaged for limited time)**

**Brakes: 2 or 4-Wheel Anti-Lock, Front Disc & Rear
drum assemblies or equivalent w/automatic brake
proportioning**

Daytime Running

Lamps: Activated when shifting out of park

**Seat Belts: Outboard Seating Positions
Lap and Shoulder Belts (Seat Mounted);
Center seating position lap belt
With extended seat belt restraint**

**Security System: Passlock II TM (or equivalent) Theft
Deterrent System**

**Steering Column: Brake/Transmission
Shift Interlock (BTSI) and Column Lock**

Stop Lamp: Center High Mounted Stop Lamp

OTHER EQUIPMENT

Air Cleaner, High Capacity
Engine Oil Cooler
Delco or equivalent 145 Amp Alternator
Air Conditioning (w/Micron Air Filtration)
Color: To Be Determined
Rhino Lined Bed
Floor Mats
Mud Flaps on all Four Wheels
Seat Covers

WARRANTY

Factory Standard (Minimum 3 YR/36,000 MI)
5 YR/100,000 Mile

Optional Extended Warranty Package
6 YR/75,000 Mile Bumper to Bumper

Note: exceptions to this bid to be put on separate sheet

BID FORM

DATE: _____

To the Director of Public Works for the City of Waterville, Maine:

Please accept this bid submission from

(here in after called "Bidder"), a corporation* organized under the laws of the
State of _____ or a partnership/individual** doing business
as:
_____.

This bid is being submitted for a **Four Wheel Drive Regular Cab Pick Up Truck**
in compliance with your invitation for bids, having examined the specifications
and conditions contained therein. Alternatives/Substitutions are as follows:

(Attach Additional Comments, As Necessary)

The Bidder proposes to supply the following:

Bid Option #1: Four Wheel Drive Pickup (Per Specifications)
No Trade-In Allowance \$ _____

Bid Option #2: Four Wheel Drive Pickup (Per Specifications)
With Trade-In Allowance:
2003 2500 GMC 2WD Pickup - \$ _____

Extended Warranty: Provide Description Summary \$ _____

Total: \$ _____

**Delivery Guaranteed within _____ days of contract award and not
beyond sixty (60) days of contract award.

NAME OF BIDDER: _____
BY: _____

(Signature)

NAME AND TITLE: _____
ADDRESS: _____

TELEPHONE: _____ TAX ID# _____

* Affix seal if by Corporation

**Cross out word/phrases that do not apply